



John Wright
Town Clerk

Lyme Regis Town Council

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Town Management and Highways Committee

Core Membership: Cllr J. Broom, Cllr R. Doney, Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr S. Miller, Cllr B. Larcombe, Cllr Mrs C. Reynolds, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams

Notice is hereby given of a meeting of the Town Management and Highways Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on Wednesday 13 June 2018 commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
07.06.18

AGENDA

1. Election of Chairman and Vice-Chairman

To allow the committee to receive nominations and elect its chairman and vice-chairman for the 2018/19 council year

2. Terms of Reference

To allow the committee to receive its terms of reference

3. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda

Individuals will be permitted a maximum of three minutes each to address the committee

4. Apologies

To receive and record any apologies and reasons for absence

5. Minutes

To confirm the accuracy of the minutes of the Town Management and Highways Committee meeting held on 18 April 2018 (attached)

6. Disclosable Pecuniary Interests

Members are reminded that if they have a disclosable pecuniary interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting and to do so would amount to a criminal offence. Similarly if you are or become aware of a disclosable pecuniary interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.

7. Dispensations

To note the grant of dispensations made by the town clerk in relation to the business of this meeting

8. Matters arising from the minutes of the Town Management and Highways Committee meeting held on 18 April 2018

To update members on matters arising from the previous meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the previous meeting

9. Update Report

To inform members about progress on significant works and issues

10. California Fitness

To allow members to consider a proposal from California Fitness to operate fitness classes on Anning Road playing field

11. Bin Locations

To provide members with a map of public bin locations and ownership across the town

12. Parking at the Gully

To allow members to consider parking arrangements at the Gully area

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

13. Unauthorised Trading on the Seafront

To allow members to consider the situation regarding an unauthorised trader on the seafront in Lyme Regis

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

14. Complaints and Incidents

15. Exempt Business

To move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

- a) Agenda item 12 - Parking at the Gully**
- b) Agenda item 13 - Unauthorised Trading on the Seafront**

Committee: Town Management and Highways

Date: 13 June 2018

Title: Election of Chairman and Vice-Chairman

Purpose of Report

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2018/19

Recommendation

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2018/19
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2018/19

Background

- 1. On 23 May 2018, the council approved the terms of reference for its committee structure. The terms of reference have been amended so that each committee will elect its chairman and vice-chairman from among its membership.
- 2. Consequently, nominations are sought for the chairman and the vice-chairman of this committee.
- 3. The relevant standing orders that inform and govern the election of chairmen and vice-chairmen are detailed below.
- 4. Standing order 1.t states:

‘Unless standing orders provide otherwise, voting on any question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his/her vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda. If at least two members so request voting may be by signed ballot.’

- 5. Standing order 12.a states:

‘Where more than 2 persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. Any tie may be settled by the Chairman’s casting vote. As the first business of a council is to elect a Chairman (the mayor in the case of Lyme Regis Town Council) who

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is also an ex-officio voting member of all committees, he/she is in a position to open and Chair a subcommittee meeting temporarily, with the benefit of a casting vote, until a committee Chairman is elected. In the Mayor's absence, the Deputy Mayor could officiate in the same way. The Town Clerk or other officer cannot open or Chair a committee or sub-committee meeting.'

6. The election of the chairman and vice-chairman of the Town Management and Highways Committee will be reported to the Full Council on 11 July 2018.

John Wright
Town clerk
June 2018

Committee: Town Management and Highways

Date: 13 June 2018

Title: Terms of Reference

Purpose

To allow the committee to receive its terms of reference

Recommendation

The committee receives its terms of reference

Background

1. On 23 May 2018, the Full Council approved the terms of reference for its committees.
2. The terms of reference for the Town Management and Highways Committee, along with the general terms of reference that apply to all of the council's committees is attached, **appendix 2A**.
3. Any recommendations from this committee will be considered by the Full Council on 11 July 2018.

John Wright
Town clerk
June 2018

Terms of Reference

2. Committees – General

- 2.1 The purpose of the council's committees is to consider issues under their remit. Issues will normally be outlined in a report prepared by officers and each report will normally include a recommendation.
- 2.2 Any recommendation(s) from a council committee will be considered at the subsequent meeting of the Full Council. Any decision or recommendation from a council committee has no status until it has been adopted by the Full Council by way of a resolution. This is unless a committee has devolved powers, i.e. Planning in respect of making recommendations direct to West Dorset District Council on planning applications.
- 2.3 Each committee will:
 - 2.3.1 Elect its chairman and vice-chairman from among its membership;
 - 2.3.2 Confirm the accuracy of the minutes of the last committee meeting;
 - 2.3.3 Agree and review the terms of reference for sub-committees, working or advisory groups that report to the committee;
 - 2.3.4 Receive nominations to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.5 Elect chairmen and vice-chairmen to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.6 Appoint any new sub-committees, working or advisory groups, confirmation of their terms of reference, the number of members (including, if appropriate, substitute councillors), receipt of nominations and the election of chairmen and vice-chairmen to them;
 - 2.3.7 To examine on behalf of the council various policies, strategies and plans relating to its subject area and to report these to the Full Council;
 - 2.3.8 To undertake reviews or policy development tasks in relation to any matters falling within the remit of the committee;
 - 2.3.9 To work with other relevant committees of the council where an area of work is shared with that committee.
- 2.4 Council-approved projects and objectives will be delegated to the relevant committee.

- 2.5 No business may be transacted at a committee meeting of the Full Council unless at least one third of the whole number of members of the committee are present and in no case shall the quorum of a meeting be less than three.

5. Town Management and Highways Committee

- 5.1 The purpose of the Town Management and Highways Committee is to manage services provided by the council relating to the natural and built environment, including conservation:

- 5.1.1 Provision and maintenance of public property and open spaces, e.g. car parks, toilets, gardens, beaches, amenity services, cemetery, play park, skatepark
- 5.1.2 Administration of land and property to include leases, licences and concessions
- 5.1.3 Enforcement
- 5.1.4 Trees and planting
- 5.1.5 Street naming
- 5.1.6 To develop proposals and liaise with the county and district councils on highway maintenance and improvements, road safety, street lighting, street care, public transport, and footpaths and rights of way

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 18 APRIL 2018

Present**Chairman:** Cllr J. Scowen**Members:** Cllr R. Doney, Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr B. Larcombe, Cllr Mrs C. Reynolds, Cllr G. Turner, Cllr S. Williams**Officers:** Mr M. Adamson-Drage (operations manager), Mr M. Green (deputy town clerk), Mrs A. Mullins (administrative officer)**Other members:** Cllr O. Lovell**17/107/TMH Public Forum****Mrs M. Amesbury**

Mrs Amesbury spoke in relation to agenda item 8, Request to Trade in Lister and Langmoor Gardens, as she was the applicant. She said the business she proposed was a tricycle selling ice-cream and cold drinks. She said she initially made an enquiry to the council in September 2017 about siting the tricycle initially in the Langmoor Gardens. She said she was aware the council was considering a full-time refreshment kiosk in the gardens so that idea didn't appear to be on the table at that time. However, as the council was not proceeding with the project in the foreseeable future, she made further enquiries to operate her tricycle. Mrs Amesbury said owing to delays, she didn't hear anything back so in the meantime she had found out she could operate a business as a pedlar under the Pedlars Act. She said this was old legislation which allowed people to sell their wares. She said she was currently operating her business in this way but she was asking the council for a more permanent site in Lyme Regis, ideally around Langmoor Gardens and the seafront. Mrs Amesbury said she understood there had been some complaints regarding her current operation and she hoped those individuals would be at the meeting because she didn't know what those complaints were. She said she was working within the law and she wanted to work harmoniously with the people of Lyme Regis and the town council.

17/108/TMH Apologies

Cllr S. Miller – illness

Cllr J. Broom – personal commitment

17/109/TMH Minutes

Cllr O. Lovell declared a pecuniary interest in minute number 17/105/TMH, regarding View Road access arrangements.

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs M. Ellis, the minutes of the previous meeting held on 28 February 2018 were **ADOPTED**.

17/110/TMH Disclosable Pecuniary Interests

Cllr O. Lovell declared a pecuniary interest in agenda item 12, View Road Access Arrangements and he would leave for the room for this item.

17/111/TMH Dispensations

There was no grant of dispensations made by the town clerk in relation to the business of this meeting.

17/112/TMH Matters arising from the minutes of the Town Management Committee meeting held on 28 February 2018

Guildhall window

Cllr B. Larcombe said the new sign on Charmouth Road was at a point so far down the road, lorries would have difficulty turning around. He said he had asked the deputy town clerk to follow up on size restriction signs at Fernhill and Boshill, which had been proposed to the Highways Agency.

The deputy town clerk said signs had been proposed to appear on the A35 to discourage HGVs from coming into Lyme Regis and the planning consultant was liaising with the Highways Agency to try and get them agreed. He said this issue would also be raised by the mayor and town clerk when they met with the Dorset police and crime commissioner, as contravention of any sign like this would be a moving traffic offence, which had to be enforced by the police.

CCTV

Cllr R. Doney was concerned the council hadn't yet decided what the purpose of the system would be, and engaging a consultant would be a waste of money until this was decided.

The operations manager said the consultant would be able to create a case for whether CCTV was required or not. He said the consultant could discuss the council's requirements as part of the process and members agreed this should happen.

Harbour dredging

Cllr Mrs M. Ellis said she was concerned about the sand beach as there was a big ridge.

The operations manager said the ridge had gone down and it might now be feasible to get the tractor on the beach to level it out.

The deputy town clerk said he had contacted the West Dorset District Council (WDDC) engineer who had dealt with the harbour dredging because there was also

concern a lot of sand had been lost and replenishing the beach would be a major engineering job.

17/113/TMH Update Report

Town bus

The deputy town clerk said a meeting would be arranged with Damory as soon as possible.

Woodmead car park bin store

Cllr O. Lovell was concerned the new bin store was obscuring the view of vehicles coming out of the access road and turning left. He suggested putting the store over the large manhole.

The operations manager said it was re-located for several reasons and he asked members for suggestions of where else it could go.

Clappentail roundabout

Cllr B. Larcombe said it was important to pursue traffic measures in this area, as the bus stop had been there for more than 50 years, it was used by Woodroffe pupils, and cars parked in front of the bus stop.

The deputy town clerk said although it had been used as a bus stop for many years, there was no bus stop order on it. He said the process for making a bus stop order was less complicated than waiting or other restrictions, so this would be pursued.

Sidmouth Road park and ride

The deputy town clerk said a company called Hydrock had been appointed as the traffic and parking consultant and this information had been relayed to the planning authority.

17/114/TMH Request to Trade in Lister and Langmoor Gardens

The deputy town clerk said the report didn't deal with issues of pedalling and what may or may not be allowed under the law. He said the applicant's request had been extended to include the seafront, but he reminded members not to get this mixed up with the broader issue of pedalling.

The deputy town clerk reminded members there were parts of the seafront which were not owned or controlled and therefore couldn't give permission to operate on. These areas included the pebble beach, Cobb Gate car park, East Cliff walkway, and the Cobb and harbour.

Cllr Mrs C. Reynolds said members needed to decide first if they wanted to allow this type of business to operate, and if so, she believed it had to be put out to tender to give others an opportunity to apply.

Cllr B. Larcombe asked if bicycles were allowed in the gardens.

The deputy town clerk said an ancient byelaw did exist but further advice would need to be taken on its relevance, which members agreed with. He added that the gardens were town council property, so it could make whatever decision it wanted on concessions.

Members generally agreed there were enough outlets already selling ice-creams and drinks and that the gardens were intended to be a quiet haven.

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to refuse the request to sell ice-creams and cold drinks from a purpose-built mobile tricycle in Lister and Langmoor Gardens and the seafront and generally not to allow this type of trading in these areas.

17/115/TMH Request for Free Parking Spaces in Monmouth/Cabanya Car Parks

Cllr Mrs M. Ellis said if free parking was given to the Boat Building Academy (BBA) staff, other people who worked in the area would want free parking. She said the BBA already had a big parking area but suggested the council could consider concessionary parking rates.

Cllr Mrs C. Reynolds suggested a concessionary parking rate of £100 per space in the western end of Monmouth Beach car park.

The deputy town clerk said the winter boat parking could be arranged better to allow vehicles to park there on a charged basis.

There was concern traders paid WDDC to park at Monmouth Beach, and allowing this request, either on a free or concessionary basis, would set a precedent and prompt other businesses and traders to make the same request to the town council.

Proposed by Cllr G. Turner and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to refuse the request from Lyme Regis Boat Building Academy to allow staff to park in Monmouth/Cabanya car park for free during the winter season.

17/116/TMH Beach Hut Replacement

Members were divided on whether the huts should be replaced with wooden or composite material huts. Cllr Mrs M. Ellis also suggested huts with pitched roofs to prevent people from climbing on top of them.

There was some concern about how the private huts would be brought into line if the wooden huts were replaced with composite material huts.

The deputy town clerk said the new site licences included a substantial section on the obligations on licensees in terms of maintenance and repair.

The deputy town clerk reminded members there was an approved budget of £15,000pa for three years. He said the council could choose to spend more, but he reminded members there were several other projects proposed for the seafront,

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including the railings and the replacement roof. He advised members to be careful about what the council committed itself to.

It was proposed by Cllr B. Larcombe to pursue replacing the Cart Road beach huts with huts made of a composite material, subject to the available funds over a three-year period.

This motion was not seconded.

Members agreed more consideration needed to be given to the budgetary implications, the pros and cons of composite material or wooden beach huts, and how private huts would be brought into line.

The deputy town clerk said whichever material was chosen, the required budget had not been approved, based on the estimates set out in the report.

Cllr B. Larcombe asked if members could see images of composite material huts.

The operations manager said interested members could go and see a composite material hut from a supplier in Blandford Forum. Cllr B. Larcombe asked if members could see them in-situ in a beach resort.

The operations manager said this could be arranged and he asked for a show of hands from interested members.

Cllr R. Doney requested more financial information, including the cost over the life of the huts, how much was spent each year maintaining the existing huts, and how much it was costing employees to do that work when they could be doing something else.

Proposed by Cllr B. Larcombe and seconded by Cllr S. Williams, members agreed to **RECOMMEND TO FULL COUNCIL** to defer consideration of the proposed replacement of the Cart Road beach huts until more information was obtained, including financial information and a viewing of composite material huts.

17/117/TMH Charmouth Road Park and Ride Facility

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs M. Ellis, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/118/TMH View Road Access Arrangements

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs M. Ellis, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business

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affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/119/TMH Security and Alarm Review

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs M. Ellis, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/120/TMH Land to the Rear of Ocean View, Marine Parade, Lyme Regis

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs M. Ellis, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/121/TMH Complaints and Incidents Summary

Members noted the report.

17/122/TMH Exempt Business

a) Charmouth Road Park and Ride Facility

The deputy town clerk advised members if they were willing to enter into a longer term agreement with the landowner for use of the land for park and ride, it should be for a period of at least five years. He said he was seeking authority from members to negotiate with the land owner.

Members agreed a negotiating figure.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to give authority to the deputy town clerk to negotiate an appropriate payment for the ongoing use of the park and ride site at Charmouth Road for a period of at least five years.

b) View Road Access Arrangements

Cllr O. Lovell left the meeting at 8.14pm in line with his declaration of pecuniary interests.

AGENDA ITEM 5

Cllr Mrs C. Reynolds suggested instructing a land surveyor to mark the boundary and to ask the Valuation Office to advise on rates.

Cllr Mrs M. Ellis said some of the properties allowed vehicles to park on what used to be the council's grass verge, and even though the area was now tarmacked, it still belonged to the council.

Cllr D. Hallett said the council also gave permission to the police to use the road to access the police station and the council should consider whether the police should pay for access rights. It was agreed this agreement should be reviewed to determine whether access rights were granted in perpetuity.

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to seek an independent valuation by the Valuation Office Agency of access rights over the council-owned road to the rear of View Road and to instruct a land surveyor to mark out the boundaries.

Cllr O. Lovell returned to the meeting at 8.18pm.

c) Security and Alarm Review

Proposed by Cllr B. Larcombe and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** to approve implementing the recommendations from the security and alarm review and to appoint AS Alarms to carry out the upgrade and installation of the alarms on six council buildings.

d) Land to the Rear of Ocean View, Marine Parade, Lyme Regis

Cllr S. Williams was concerned the proposed boundary alignment meant Ocean View would gain land.

The deputy town clerk gave a summary of the history of this boundary issue. He said a definitive boundary was being proposed, which gave the council slightly more land than was last agreed in 2006. He said the owner of Ocean View gave up right of access across council land, which was quite important.

The deputy town clerk said the maintenance of the enclosed garden land would be the subject of a separate report and discussions. He said the owner of Ocean View had given a clear indication the land was no longer of use to him and he would be open to the council taking back that land and incorporating it into the gardens.

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to agree the boundary alignment at the rear of Ocean View, Marine Parade, Lyme Regis.

The meeting closed at 8.28pm.

Committee: Town Management and Highways

Date: 13 June 2018

Title: Matters arising from the minutes of the Town Management and Highways Committee meeting held on 18 April 2018

Purpose: To update members on matters arising from the previous meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the previous meeting.

Recommendation

Members note the report and raise any other issues on the minutes of the previous meeting that they require further information on.

Report

17/112/TMH – Matters arising from the minutes of the Town Management and Highways Committee meeting held on 28 February 2018

HGV signs

Despite repeated requests, Highways England has not responded to requests for additional signage to discourage HGVs from coming into Lyme Regis. A request has been made to the county councillor, Cllr D. Turner, to take this matter up.

Harbour dredging

The ridge on the beach went down enough to be able to use the tractor and the normal beach cleaning schedule is now operating.

The deputy town clerk contacted the West Dorset District Council engineer who dealt with the harbour dredging to raise concerns over the ongoing loss of sand on the beach. The engineer doesn't consider there to be a problem. He believes the beach is evening itself out and the height of the sand next to the wall is at the correct level. He also confirmed the profile of the beach is within tolerance to maintain the planned level of storm defence.

17/113/TMH – Update Report

Woodmead car park bin store

Following some concerns from members at the last meeting regarding the new location for the bin store, it will be moved opposite the entrance of the Woodmead Halls, near to where it was originally located.

Clappentail roundabout

The deputy town clerk is meeting with Dorset County Council's highway manager and the community highways team leader in Lyme Regis on 8 June 2018. The

possibility of introducing a bus stop order on the bus stop near the roundabout will be raised at that meeting.

17/116/TMH – Beach Hut Replacement

The operations manager has arranged a visit for any interested members to look at composite beach huts at iForm's factory in Milborne St Andrew on Tuesday 12 June. Wooden framed huts with a composite roof will also be available to view.

17/117/TMH – Charmouth Road Park and Ride Facility

The draft legal agreement setting out the basis of the council's use of the Charmouth Road site has been received from the landowner's solicitors and appears to accurately reflect all the key terms.

The bus service has been extended to include all June weekends and the most recent usage figures will be reported verbally if available by the date of the meeting.

17/118/TMH – View Road Access Arrangements

A more detailed report will be submitted to the next meeting of the committee. It is understood various of the affected landowners may wish to make suggestions about the way any new agreement may operate. Any views can be fed into discussions with the Valuation Office Agency about the best way of proceeding in future.

17/120/TMH – Land to the Rear of Ocean View, Marine Parade, Lyme Regis

The council's solicitors have been asked to prepare a boundary agreement reflecting the boundary agreed at the last meeting of the committee. In the meantime, the deputy town clerk has discussed the ongoing management and maintenance of the remaining council-owned land which is currently separated from the main area of the gardens by a fence and laurel hedge.

A meeting is taking place on the morning of this committee and a verbal update will be provided.

Mark Green
Deputy town clerk
June 2018

Matt Adamson-Drage
Operations manager

Committee: Town Management and Highways

Date: 13 June 2018

Title: Update Report

Purpose of the Report

To inform members about progress on significant works and issues

Report

Chalet site planning permission

Peter Chapman has prepared a draft application for submission to West Dorset District Council (WDDC) with a view to the final application being sent by the end of this month. The current application for the main site expires in November 2018.

The application will look to regularise issues such as the period of occupation for the six new/replacement chalets at Ware Cliff, which is currently not consistent with the remainder of the main site.

Sidmouth Road Park and Ride

The Sidmouth Road planning application was refused by East Devon District Council on 25 May 2018. It was accompanied by a press release defending its decision.

This council subsequently responded to that release and will now need to consider its various options. That will be the subject of a more detailed report in due course.

In the meantime, the Charmouth Road site continues to operate successfully providing double the parking capacity and four times the bus capacity available at the same time in previous years.

The work by independent consultants Hydrock to develop parking, transport/access and signage plans for Lyme Regis and the surrounding area continues as planned, albeit made more difficult by the refusal of the Sidmouth Road application.

Chalet 18, Monmouth Beach

The application has been resubmitted, now accompanied by the correct landowner notice.

Memorial benches

The new benches on the seafront are now bolted to the ground. Everyone on the waiting list has been contacted to check if they wish to remain on the waiting list. Of those who wish to stay on the list, those at the top have been contacted or are in the process of being contacted to obtain payment and wording for the memorial plaques.

Roof of Swim, amusement arcade and antiques centre

The operations manager is obtaining quotes for the patch repairs to the roof.

Mark Green
Deputy town clerk
June 2018

Matt Adamson-Drage
Operations manager

Committee: Town Management and Highways

Date: 13 June 2018

Title: California Fitness

Purpose

To allow members to consider a proposal from California Fitness to operate fitness classes on Anning Road playing field

Recommendation

Members refuse the request from California Fitness to operate fitness classes on Anning Road playing field, due to covenants in place which restrict the use of the field as a children's sports ground and playing field

Background

1. California Fitness is a sports and fitness business run by Lyme Regis residents Aneesa and Jesse California.
2. California Fitness has been operating for just over a year, running fitness classes and personal training sessions. They have operated from St Michael's church hall and The Hub for the past year on a weekly basis. They are level 3 qualified personal trainers and have public liability insurance.

Report

3. California Fitness requires outdoor space and they have been running classes and personal training sessions from Anning Road playing field.
4. Several residents in the area have brought this to the attention of officers. The operations manager has instructed California Fitness to cease operating on the field as formal permission has not been sought from the council.
5. Members may be aware there are covenants on the field. The 1939 conveyance restricts use of a section of the field for the purpose of a children's sports ground and playing field. This applies to children of 'elementary school age', which is taken to mean children up to the age of 11, and also permits the 'playing of organised games in connection with the elementary schools of the Borough of Lyme Regis'.
6. A further agreement in 1954 refers to the remaining section of the field, restricting its use to a 'children's playing field for the purpose of physical training and recreation up to the age of fifteen years'.
7. Although the covenants specifically preclude the request for use, California Fitness has now made a formal request to the council to run a boot camp class on a Sunday morning between 9.30am and 10.30am.

AGENDA ITEM 10

8. As the council has a responsibility to adhere to the covenants, members have no choice but to refuse the request.
9. Any recommendations from this committee will be considered by the Full Council on 11 July 2018.

Matt Adamson-Drage
Operations manager
June 2018

Committee: Town Management and Highways

Date: 13 June 2018

Title: Bin Locations

Purpose

To provide members with a map of public bin locations and ownership across the town

Recommendation

Members note the report

Background

1. At the Full Council meeting on 9 May 2018, Cllr S. Larcombe requested a map of the public bin locations across the town and who they belonged to, and it was agreed it would be brought to this committee.

Report

2. In consultation with the town council's cleansing operative, who formerly worked for Dorset Waste Partnership (DWP), we have produced a current map of the public bin locations, to the best of our knowledge. These have been cross-referenced with maps provided by DWP.
3. Due to the scale involved, three maps have been created: an overview, seafront west, and seafront, shown at **appendices 11A to 11C**. DWP bins are in red, town council litter bins in blue, and town council barbecue bins in green.
4. Any recommendations from this committee will be considered by the Full Council on 11 July 2018.

Matt Adamson-Drage
Operations manager
June 2018

INCIDENT No.	DATE RECEIVED	INCIDENT	LOCATION OF INCIDENT	DATE OF INCIDENT	REFERENCE	REPORTED TO
1671	08/05/2018	2 Bits of wood broken on steps	Steps up to Town Mill	08/05/2018	Matt Adamson-Drage	LRTC
1672	09/05/2018	Toilets disgusting , been overflowing, bags of rubbish, no toilet roll	All around the town	09/05/2018	Matt Adamson-Drage	LRTC
1673	24/05/2018	Top gate will not close	Top of walkway to Charmouth Road car park	23/05/2018	Daryl Turner	WDDC
1674	04/06/2018	Path very slippery even in dry weather	Stile Lane	Ongoing	Matt Adamson-Drage	LRTC
1675	05/06/2018	Street light on all the time	Top of steps to Bowling Green	Ongoing	Pete Williams	LRTC